



**Trinity NC City Council
Organizational Meeting
Minutes
12/15/09**

Members Present: Mayor Andrews, Tyler Earnst, Karen Bridges, Kristen Varner, Kelly Grooms, Barry Lambeth, Robbie Sikes, Linda Gantt and Edith Reddick

Members Absent: None

Others Present: City Manager Ann Bailie, City Attorney Bob Wilhoit, City Planning Administrator Adam Stumb, City Clerk/Finance Officer Debbie Hinson, Code Enforcement Officer Joe Rainey, Assistant City Clerk Lori Hunt

New Members Present: Mayor Elect Carlton Boyles and Council Elect Tommy Johnson

Call to Order

- Pledge of Allegiance
Mayor Andrews led the Pledge of Allegiance.
- Invocation
Council member Lambeth gave the invocation.
- Welcome Guests and Visitors
Mayor Andrews welcomed those present and called the meeting to order.
- Review & Approve Agenda
Motion to approve agenda by Council member Lambeth, seconded by Council member Reddick, approved unanimously by all Council members present.

Public Comments

None

Recognition

1. **Recognition of outgoing Council Member Edith Reddick** (*Ann Bailie, City Manager*)

Manager Bailie recognized Council member Reddick for her many years of service to Trinity residents. Ms. Reddick was elected to the Trinity City Council in 2001 and was reelected in 2005, thereby devoting 8 years in service to Trinity residents. Council member Reddick was instrumental in creating the City's Public Safety Board and has served as Council liaison to that Board since its' formation in 2007. She also served many years on the Council's Finance Committee.

2. Recognition of outgoing Mayor Fran Andrews (Bailie)

Manager Bailie recognized Mayor Andrews for her many years of service to Trinity residents. Ms. Andrews was elected Mayor of the City of Trinity in 2005, thereby devoting 4 years in service to Trinity residents. Ms. Andrews was recently instrumental in securing future improvements to Finch Farm Rd. which will help protect the health and safety of Wheatmore High School students and other drivers on that road. Fran's energy and devotion to Trinity is reflected in her participation with the civic organization, Friends of Trinity and the Trinity Historic Preservation society.

Organizational Business

3. Administration of oath of office to elected Mayor Carlton Boyles (Debbie Hinson, City Clerk)

Debbie Hinson gave the oath of office to Mr. Boyles.

4. Administration of oath of office to elected Council Member Karen Bridges (Hinson)

Debbie Hinson gave the oath of office to Karen Bridges.

5. Administration of oath of office to elected Council Member Tommy Johnson (Hinson)

Debbie Hinson gave the oath of office to Tommy Johnson.

6. Administration of oath of office to elected Council Member Barry Lambeth (Hinson)

Debbie Hinson gave the oath of office to Barry Lambeth.

7. Administration of oath of office to elected Council Member Kristen Varner (Hinson)

Debbie Hinson gave the oath of office to Kristen Varner.

8. Election of Mayor Pro Tempore (Mayor Boyles)

Mayor Boyles stated that historically the Mayor Pro Tempore was the candidate with the greatest number of votes and that Barry Lambeth was the highest vote-getter.

Motion to appoint Council member Lambeth as Mayor Pro Tempore by Council member Bridges, seconded by Council member Sikes, approved unanimously by all Council members present.

Consent Agenda

9. Approve minutes: Nov. 10, 2009 City Council Pre-agenda Meeting (Lori Hunt, Assistant City Clerk)

10. Approve minutes: Nov. 17, 2009 Regular City Council Meeting (Hunt)
Approve minutes with correction of addition of Council member Lambeth's name to page 11 of 14 for text amendment by Council member Bridges, seconded by Council member Earnst, approved unanimously by all Council members present.

11. Approve 2010 Meetings Schedule (Bailie)

12. Approve 2010 Holiday Schedule (Bailie)

- 13. Approve budget amendments** (transfers among line items) (*Debbie Hinson, Finance Officer*)

Motion to approve consent agenda with correction of November 17, 2009 minutes as noted by Council member Earnst, seconded by Council member Sikes, approved unanimously by all Council members present.

Reports & Discussion

- 14. Retreat Facilitation** (*Ginger Booker, Assistant Director Piedmont Triad Council of Governments*)

Ms. Booker stated that the Council's yearly retreat will be held on Saturday January 9, 2010. She will help to facilitate the retreat meeting. There was discussion as to what is on the retreat agenda and how much time to devote to the items for discussion. ***General consensus is to have the Trash and recycling issue to be on the agenda right after the roles of Council and to also include the alcohol referendum issue on the agenda.***

- 15. City Haul** (*Adam Stumb, Planning & Zoning Administrator*)

Mr. Stumb gave an update on the City Haul. He stated that the people who came to the City Haul were surveyed on trash and parks and recreation issues. The survey results will be gone over at the retreat. Most of the people surveyed had been to City Haul in the past.

The items that were most brought to the City Haul were trash and junk. The electronics is a popular item as well. People asked to be able to bring paint to the City Haul which has not been allowed in the past.

- 16. Infrastructure projects update** (*Randy McNeill, Davis-Martin-Powell & Assoc.*)

Mr. McNeill stated that the City of Trinity did receive a 3 million dollar stimulus offer from the state. The City opened bids on the stimulus project last week. The Council tentatively awarded the contract to the lowest responsible bidder. It is expected that the state will have a quick turn around for the application submitted. The deadline for the state to spend the stimulus money is February 17, 2010.

The Trinity Furniture project has had one grant approved and other grants are close to being approved. The Trinity Furniture project is slated to be complete in early 2011.

New Business

- 17. Consider change to scope of Sewer Phase 4-A Contract 2** (*Bailie/McNeill*)

Manager Bailie stated that some weeks ago the City received a petition from 6 of 7 property owners to be served by the Younts Street sewer extension. These property owners did not want the sewer to be extended to their properties.

Mr. McNeill explained where the line would be located and pointed it out on the map. To not put in this line would eliminate 1350 ft. of pipe and save about \$90,000. If the property owners want the sewer in the future, they will have to pay to have the line installed at a later date.

Manager Bailie advised that the Infrastructure Committee looked into this matter and that at that time she did not recommend the approval of the petition because the City still needs an easement. Since that time she has had confirmation that the property owner would be willing to convey this easement to the City at the appraised value and in exchange for the City dropping the section of line. Manager Bailie and the Infrastructure Committee recommend not constructing this section of line.

Motion to approve change to scope of sewer Phase 4A Contract 2 contingent upon getting the easement necessary by Council member Lambeth, seconded by Council member Sikes, approved unanimously by all Council members present.

PARTF Grant Application – Center City Park

18. Consider adoption of Parks & Recreation Master Plan (Stumb)

Mr. Stumb stated that as part of the PARTF Grant Application additional points are awarded to cities with a recreational master plan and not just the city property. The City has been through several planning exercises which all had small recreational elements. The master plan is to try to pull all these elements together into one document. The 3 planning exercises the City has already been through are; the Land Development Plan, student project from North Carolina A&T and the Center City Plan.

From the Land Development Plan the City did get a greenway map that was Citywide. A lot of the greenways follow existing and future sewer line routes and connecting neighborhoods.

The student project from A&T did an initial plan for what would become Center City. It did layout a greenway plan similar to the Land Development Plan. They also did a conceptual plan for the City property and a park that would be located on City property.

The Center City Plan laid out a park at the City property consisting of some walking trails, bike trails, picnic shelters, playgrounds and a possible amphitheater.

Some goals and objectives are:

- Creation of a park on City property
- Acquiring access easements
- Construction of the greenway network
- Survey of existing facilities to avoid duplication of activities

At the City Haul part of the survey was to see what recreation the residents wanted to see in the proposed City Park. The response was positive in wanting to see a public park on City property. Some of the facilities that the residents wanted to see were; walking trails, bike trails, picnic shelters, playgrounds and a fishing pond showed up as a popular activity. The amphitheater received positive feedback and most people wanted to see one at the park on City property. The greenways were also a popular response. The City has talked with Archdale about connecting Trinity's greenway with theirs to have access to the YMCA.

Motion to approve Parks and Recreation Master Plan by Council member Grooms, seconded by Council member Lambeth, approved by a majority vote with Council members Bridges and Gantt being opposed.

19. Consider adoption of Parks & Recreation Capital Improvement Plan (Randy McNeill, Davis-Martin-Powell & Assoc.)

Motion to move Item # 19 to after item # 21 by Council member Sikes, seconded by Council member Lambeth, approved unanimously by all Council members present.

Mr. McNeill advised that he had prepared a draft budget that had been reviewed by the Infrastructure Committee and approval was recommended. The Capital Improvement Plan was also recommended for approval by the City Manager. The budget was prepared for the Capital Improvement Plan to show the PARTF people that the City of Trinity is serious about getting into the parks program. The budget shows how the City would finance the

\$1,000,000 project and also predicted that some small grants could be obtained in the future. There could be another PARTF grant in the future. The Capital Improvement Plan is a 7 year plan and the PARTF people like to see at least a 5 year plan. The grant, if approved, will not be funded until the summer of 2010.

Motion to approve the Capital Improvement Plan by Council member Earnst, seconded by Council member Sikes, approved unanimously by all Council members present.

20. Consider adoption of Center City Park site plan (*Stumb/McNeill/Paul Kron, Regional Planning Director, Piedmont Triad Council of Governments*)

Mr. McNeill stated that the Lawrence Group's maps were used and refined and keeping the same ideas that the citizens focused on at the charette. The maps were refined to fit the first application for a grant to help pay for the first park construction. A scope was identified that would let the City maximize the amount of grant money that the City could receive. The maximum grant money that the City could receive is \$500,000 . To get that amount in grant money the project must be a \$1,000,000 project.

There was some discussion about where the road into the park would be located and where some of the other amenities would be located. The three activities that will be submitted on the application are; walking trails, picnic shelters and a playground.

Mr. Kron showed on the map where the ampitheater would be located. The ampitheater would take advantage of the natural area and would seat approximately 425 people. He stated that the City could get a prefabricated band shell or could build one. Mr. Kron showed pictures of different band shells. The ampitheater will be handicap accessible.

Mr. McNeill stated that one additional trail was added to the map. When applying for a grant the City will gain additional points for a trail connecting to another facility.

Motion to adopt the Center City Site Plan by Council member Earnst, seconded by Council member Lambeth, approved by a majority vote with Council members Gantt and Bridges being opposed.

21. Consider Adoption of Project Budget

Mr. McNeill prepared a project budget. The first item on the project budget is a street into the park which would be a City street. This street is a Powell bill eligible expense and the projected cost is \$50,000. There are other items in the project budget as follows: private roads, picnic shelters, playgrounds, restrooms, utilities and grading for the site. There will be 3200 ft. of walking trails in the beginning. The costs add up to \$824,500 for the project budget. There is a construction contingency added of 5% and with other recommended budget items the total cost is projected to be \$1,000,000.

There was discussion about the cost and the activities that would be provided. Manager Bailie advised that the City would pay for their share of the costs with Powell Bill money and existing fund balance so that there would be no debt assumed.

Motion to approve adoption of project budget by Council member Earnst, seconded by Council member Lambeth, approved by a majority vote with Council members Gantt and Bridges being opposed.

22. Consider approval of Basic Facts and Assurances certification (Bailie)

Manager Bailie stated that this certification is required by the funding agency that sets out certain facts and assurances. The certification names the Mayor as the chief elected officer, the type of project, the cost of the project and whether or not the property is owned by the local government.

Motion to approve the Basic Facts and Assurances certification by Council member Grooms, seconded by Council member Lambeth, approved unanimously by all Council members present.

23. Consider agreement with the Piedmont Triad Council of Governments to assist with planning and developing Center City Park (Bailie)

Manager Bailie stated that the City has been working with Mr. Kron from the Piedmont Triad Council of Governments to refine the site plan received from the Lawrence Group. Mr. Kron has put together a proposal whereby the City would use his services primarily to refine park plans, provide suggestions for improving design function and aesthetics, detail design and layout services as required and consult on product selection and cost. He is estimating that the total cost for this service will be \$6,725 and will include up to 5 trips to Trinity and about 60 hours of his time. This amount is a ceiling and is not to be exceeded and the City will be billed on an hourly rate. Ms. Bailie recommends approval of this service.

Motion to approve agreement with the Piedmont Triad Council of Governments to assist with planning and developing Center City Park by Council member Earnst, seconded by Council member Johnson, approved by a majority vote with Council members Bridges and Gantt being opposed.

24. Appointments to Planning and Zoning Board

A. Ward 1 (to fill term that expires Dec. 31, 2011)

B. Ward 1 (3-year term) (Board member seeks reappointment)
Motion to re-appoint Vernel Gibson and appoint Guy Marino to ward 1 by Council member Grooms, seconded by Council member Varner, approved unanimously by all Council members present.

C. Ward 2 (3-year term) (Board member seeks reappointment)
Motion to re-appoint David Albertson to ward 2 by Council member Sikes, seconded by Council member Grooms, approved unanimously by all Council members present.

D. Ward 3 (to fill term that expires Dec. 31, 2011)
Motion to appoint Rick Hill to ward 3 by Council member Bridges, seconded by Council member Earnst, approved unanimously by all Council members present.

E. Ward 4 (3-year term) (Board member seeks reappointment)
Motion to re-appoint Woody Gordon to ward 4 by Council member Gantt, seconded by Council member Johnson, approved unanimously by all Council members present.

25. Appointments to Infrastructure/Parks & Recreation Board

A. Ward 1 (3-year term) Current seat is vacant

Motion to appoint Fran Andrews to ward 1 by Council member Grooms, seconded by Council member Bridges, approved unanimously by all Council members present.

B. Ward 2 (to fill term that expires Dec. 31, 2011)

General consensus is to wait until another meeting to appoint someone as there are no ward 2 applicants at present time.

C. Ward 3 (3-year term) (Board member seeks reappointment)

Motion to re-appoint Mike Robertson to ward 3 by Council member Earnst, seconded by Council member Bridges, approved unanimously by all Council members present.

D. Ward 4 (3-year term) Current seat is vacant

No applicants as of yet.

E. Ward 4 (to fill term that expires Dec. 31, 2011)

No applicants as of yet.

26. Appointment to Public Safety Board (1 seat vacant)

Motion to appoint Darrin Shaffer to Public Safety Board by Council member Sikes, seconded by Council member Grooms, approved unanimously by all Council members present.

27. Appointments to Regional Organizations (Mayor Boyles)

A. Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC) (one appointment; one alternate appointment)

B. Delegate to Piedmont Triad Council of Governments

Motion to appoint Mayor Boyles to the MPO TAC and as a delegate to Piedmont Triad Council of Governments by Council member Bridges, seconded by Council member Earnst, approved unanimously by all Council members present.

Mayor Boyles stated that Manager Bailie has appointed Adam Stumb to the TCC committee of the MPO.

28. Appointments to Committees of Council (Mayor Boyles)

A. Budget and Finance

Mayor Boyles appointed Council member Gantt to be the Chair and has appointed Council members Lambeth and Earnst to serve on the committee as well.

B. Personnel

Mayor Boyles has appointed Council member Bridges to be the Chair and has appointed Council members Grooms and Johnson to serve on the committee as well.

29. Appointment of Council Liaisons to City Advisory Boards (Mayor Boyles)

A. Planning & Zoning/Board of Adjustment

Mayor Boyles appointed Council member Sikes as liaison and Council member Sikes declined due to time constraints.

Mayor Boyles then appointed Council member Lambeth as liaison to Planning and Zoning/ Board of adjustment. (*see amendment below)

B. Infrastructure/Parks & Recreation

Mayor Boyles appointed Council member Grooms as liaison to the Infrastructure/ Parks & Recreation Board. (*see amendment below)

C. Public Safety

Mayor Boyles appointed Council member Kristen Varner as the Council liaison to the Public Safety Board.

30. Closed Session pursuant to § 143-318.11 (a) (3) to consult with attorney retained by the public body in order to preserve the attorney-client privilege. (Bailie/Bob Wilhoit, City Attorney)

Motion to go into Closed Session pursuant to §143-318.11 (a) (3) to consult with attorney retained by the public body in order to preserve the attorney-client privilege by Council member Earnst, seconded by Council member Lambeth, approved unanimously by all Council members present.

Motion to return to open session by Council member Lambeth, seconded by Council member Grooms, approved unanimously by all Council members present.

Business from City Manager

Manager Bailie stated that she will amend the retreat agenda and will place trash & recycling right after the Roles and Expectations and will add the alcohol issue to the agenda.

Business and Closing Comments from Mayor and Council

Mayor Boyles announced that the Planning and Zoning Board and the Public Safety Board will not meet in the month of December, 2009 because of the Christmas Holidays. The next meeting for Infrastructure/ Parks and Recreation will be the first Tuesday January 5, 2010. Council will be meeting January 19, 2010 and the annual retreat will be Saturday January 9, 2010 at the Courtyard Marriot. Pre Agenda will take place at the retreat in January.

*Council member Lambeth requested to be a liaison to the Infrastructure/ Parks and Recreation Board and Council member Grooms requested to be liaison to the Planning and Zoning. Since both Council members have experience in those areas Mayor Boyles agreed to allow them to serve on those Boards as liaisons.

Adjournment

Motion to adjourn by Council member Sikes, seconded by Council member Grooms, approved unanimously by all Council members present.

These minutes were approved at the January 19, 2010 Council meeting with a motion by Council member Sikes, seconded by Council member Earnst, approved unanimously by all Council members present.